



TOWN OF TEWKSBURY
GREEN COMMITTEE
999 Whipple Road
Tewksbury, MA 01876

Meeting Minutes
March 13, 2014

The meeting was called to order by James Duffy, Chairman at 5:35 p.m. at the Tewksbury Senior Center. Present were Tom Cooke, Steve Fugarazzo, and Krissy Polimeno. Also present was Kyle Boyd, Conservation Agent.

Robert Fowler, Todd Johnson, and Loretta Ryan were not in attendance.

1) Approval of Meeting Minutes – January 9, 2014

MOTION: Mr. Cooke made the motion to table the approval of the January 9, 2014 meeting minutes; seconded by Mr. Fugarazzo and the motion carried 4-0.

2) Update on Status of Grant and Competitive Grant Round

Mr. Boyd explained that the remaining funds were to be used towards lighting projects at the Wynn and Ryan Schools, as well as some small work at the DPW. The town's consultant, Guardian, has determined that only the projects at the Wynn and Ryan could be done with the amount of money remaining. The plan is to replace the lighting in the two school gymnasiums. Mr. Boyd noted that these projects are currently underway and they are in the process of applying for the next grant round. The deadline for the next grant is April 18, 2014. Mr. Boyd explained that the Town Manager, Richard Montuori, has proposed the idea of replacing the street lighting with LED lights. Guardian has completed an inventory of the municipal building outside lighting and estimate the project at \$120,000. There is a total of \$250,000 that can be applied for under the next grant. Mr. Duffy noted that he spoke with Mr. Boyd regarding Mr. Montuori's capital improvement plan (CIP). Mr. Boyd explained that Mr. Montuori informed him that copies of the CIP can be obtained at his office. Mr. Duffy asked if the school department is included in the town's CIP and Mrs. Polimeno explained that the school department has its own plan. Mrs. Polimeno will look into providing a copy of the school department's CIP to the Committee. Mr. Duffy noted that any project proposals would have to be energy related.

Mrs. Polimeno noted that she asked Jon Marchand, School Department Maintenance Foreman, as well as the Superintendent, Dr. John O'Connor, if they had any projects that could be done with these grant funds and they suggested focusing on the Wynn, Ryan, and High School until it is determined what will be done with the elementary schools. Mrs. Polimeno discussed the request that is currently being made to MSBA regarding the elementary schools.

Mr. Boyd noted that the guidelines for the next grant are different from the previous grant. Discussion took place on the outside lighting at the schools. Mrs. Polimeno explained that the school department has invested over \$120,000 for safety and security at all of the schools and noted that the lighting outside some of the schools is terrible. Mrs. Polimeno suggested combining the outside lighting at the schools with the street lighting project. Mr. Cooke feels that there are three schools that would benefit from energy conservation measures: Dewing, Trahan, and North Street; and possibly the Heath Brook. These schools are used during the summer and run large boilers for hot water. Mr. Cooke suggested looking into a "summer" boiler so that the larger boilers are not running during the summer when such a minimal amount of hot water is actually being used. Mrs. Polimeno suggested setting up a walk thru of some of the schools. Mr. Boyd suggested also including Guardian in the walk through. A walk thru was tentatively scheduled for Monday, March 17, 2014 beginning at 9:15 a.m. at the Dewing School. Mr. Boyd will inform Guardian of the walk thru.

Mr. Duffy discussed the outside lighting at some of the schools and suggested the Committee be mindful on the lighting that is chosen and discussed light pollution. Mrs. Polimeno explained that one of the problems the school department has had is vandalism. Discussion took place on back lighting and motion lighting.

Discussion took place on the energy conservation measures that could be done at the DPW. Mr. Cooke discussed the history of the construction of the DPW building and noted that the building is not insulated and that there are many energy conservation measures that can be done.

Mr. Cooke discussed the municipal building control systems and monitoring systems and the lack of training of town staff on the systems. Mr. Cooke explained that cross training should be done on the operation of these systems and noted that many times in commissioning projects the training is videoed. Mrs. Polimeno noted that Mr. Marchand has remote access to the controls at the high school and asked if there is the capability to access the town buildings online to adjust the controls. Mr. Cooke confirmed that the capability is there, but the training has not been done. Mr. Boyd asked if it would be possible for Mr. Marchand to train the town employees for the library, police station, etc. Discussion took place on each system being different. Mr. Duffy suggested Mr. Boyd inform Guardian that the town is in need of someone with building automated control system expertise. Discussion took place on how the town buildings are currently maintained and Mr. Boyd noted that each town building has its own maintenance and there is not one central person for all. Mr. Fugarazzo noted that the software for the systems may now need to be upgraded.

3) 2014 Goal Setting

Mr. Duffy requested the Committee members provide their input on which direction would like to see the Committee go in and determine some future goals. Mr. Duffy noted that he would like to see more community outreach and noted that this is something that Ms. Ryan may be able to help with.

Mrs. Polimeno asked if the Recycling Committee and Green Committee are merging. Mr. Cooke explained that Ms. Ryan is the Recycling Committee's representative on the Green Committee and to his knowledge they are not merging.

4) Mass Save Presentation

This presentation will take place at the Committee's next meeting on April 1, 2014.

Old Business

There was no old business.

New Business

There was no new business.

Adjournment

MOTION: Mr. Cooke made the motion to adjourn; seconded by Mr. Fugarazzo and the motion carried 4-0.

Approved: 5/8/14

No documents submitted for 3/13/14 Agenda